

JAMMU AND KASHMIR

Administration: The State Archives Department, Government of Jammu and Kashmir, maintains the Archives Repositories of (i) Jammu, (ii) Srinagar and (iii) Leh and a separate Wing of National Register of Records. The Department is under the administrative control of the General Department. The Planning Commission allocated Rs.6.00 lakhs for development of Archives of this State during the Fifth Five Year Plan regarding construction of annexe of record office at Srinagar, purchase of equipment, survey and acquisition of records and preparation of reference media.

Budget: During 1973-74 a sum of Rs.1,89,000 was spent out of the budget provision of Rs.1,89,100 on the non-plan side. A sum of Rs.13,000 was provided for the National Register of Records on the plan side and the whole amount was spent. A provision of Rs.2,12,300 was made in the budget for 1974-75 on the non-plan side. A provision of Rs.20,800 was made in the budget for 1974-75 for the National Register of Records on the plan side.

Building: - Construction of an annexe of State Archives Repository at Srinagar is under consideration of the Government.

Record Management: Files of different branches of the Chief Secretariat, Revenue Department, Law Department, Education Department, Planning Department, Home Department etc. were examined and chronologically arranged. District Records relating to Mesavies of Leh and Lal Kitabs of Kargil Tehsil and rent case of Leh, Kargil and Zaskar were examined. Files of Civil Secretariat and District records were weeded out. Rules regarding maintenance and destruction of records are being followed while reviewing the papers. The Department could not take more records due to the acute shortage of accommodation.

Research and Reference: 34 Research Scholars availed themselves of research facilities. About 5,000 books, reports and gazettes etc. were supplied to them. 350 requisitions from Government Offices, private persons and other institutions were attended to. About 300 files and copies of documents were supplied to different agencies.

Publication Programme: The Department envisaged to set up a Publication Unit and the proposal for creation of posts for the unit is under the consideration of the Government.

Preservation of Records: Proposal for creation of posts for the unit was submitted to the Government. Two Menders who are trained from the National Archives of India are looking after the work of flattening and repairing of records. 125 manuscripts were repaired with tissue paper, chiffon and acetate foil. 60 gazettes and lists and 50 books were bound, 1,460 lists and files and 522 books and maps repaired.

The programme of dusting, cleaning and eradication of insects was continued.

Library Section: 281 books, manuscripts and printed material were purchased during the year. More than 5,000 books, manuscripts, reports and gazettes were consulted by the scholars.